

STATE OF TENNESSEE  
COUNTY OF HENRY...

Be it remembered that the County Commission met in a regular session at the Courthouse in Henry County, Tennessee on November 18, 2013 at 7:00 PM. Present and presiding the Honorable Brent Greer, Chairman, Donna Craig, County Clerk and the County Commissioners:

ITEM NO. 1 The meeting was called to order by Chief Deputy Randy Gean.

ITEM NO. 2 The invocation was led by Commissioner Travis.

ITEM NO. 3 The pledge to the flag was led by Commissioner Webb.

ITEM NO. 4 Roll Call

The following Commissioners were present: Wesley Bradley, Dell Carter, Greg Carter, Bobby Freeman, Kenneth Humphreys, Don Jones, Kreg Kyle, Paul Mathenia, Connie McSwain, Paul Neal, Dan Paschall, Monte Starks, James Travis, Marty Visser, David Webb.

ITEM NO. 5 Citizen's Forum

Jeremie Schultz of Puryear thanked the Mayor for having the agenda and resolutions posted on the website by Thursday. He also asked what is preventing the passing of the resolution which he had submitted to the Commission. He requested that scheduled County Committee meetings be posted on the website. He informed the Commission that meetings of many other cities and towns are televised, recorded, or videoed. He would be willing to provide these services for our meetings.

THE CHAIR CLOSED THE FORUM

ITEM NO. 6 Commissioner's Forum

Commissioner Visser spoke about the "shop local" campaign, encouraging citizens to support local businesses by shopping locally. He introduced City of Paris Commissioner Carlton Gerrell, who is heading this campaign.

Chairman Greer responded to Jeremie Schultz's requests and agreed to meet with Mr. Schultz and his constituents in the near future.

Commissioner Kyle commended Chairman Greer for taking the extra steps to ensure that the agenda was on the website sooner.

Commissioner Webb advised the Commission that he had noticed several phone numbers and addresses were incorrect on the website and needed to be updated and sent to Chairman Greer's office.

THE CHAIR CLOSED THE FORUM

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RESOLUTION NO. 1-11-13

**A RESOLUTION OF THE HENRY COUNTY, TENNESSEE BOARD OF COMMISSIONERS TO APPOINT CERTAIN CITIZENS AND COMMISSIONERS TO VARIOUS BOARDS, COMMITTEES, AND POSITIONS**

**WHEREAS**, certain vacancies now exist on various boards, committees, and commissions, and in various positions of Henry County, Tennessee; and

**WHEREAS**, it is the duty and responsibility of the Board of Commissioners of Henry County, Tennessee to appoint certain qualified citizens and Henry County Commissioners to fill the said vacancies; and

**WHEREAS**, the Board of Commissioners has examined and evaluated the qualifications of certain citizens and County Commissioners for appointment to the said boards, committees, commissions, and positions.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners of Henry County, Tennessee, assembled in regular session on this 18<sup>th</sup> day of November, 2013, a majority or more of said Commissioners concurring, that Troy Buttrey, be and hereby is appointed to the Hospital Board for a 5-year term with term to expire November 2018.


**BE IT FURTHER RESOLVED** that any and all acts previously passed by this Board of County Commissioners which are in conflict with this Resolution be and hereby are rescinded, repealed, and are of no effect whatsoever.

**BE IT FURTHER RESOLVED** that this Resolution shall take effect upon its passage by this Board of County Commissioners and approval by the County Mayor, the public welfare requiring it.

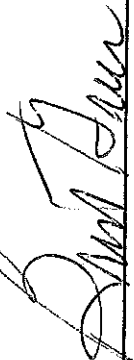
**BE IT FINALLY RESOLVED** that a true copy of this Resolution be spread upon the Commission record of this date.

**PASSED** 11-18-13

  
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**BRENT GREER, CHAIRMAN**  
**HENRY COUNTY COMMISSION**

  
\_\_\_\_\_  
**DONNA CRAIG**  
**COUNTY CLERK**

**APPROVED** 11-18-13

  
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**BRENT GREER**  
**HENRY COUNTY MAYOR**





**RESOLUTION #2-11-13**

**A RESOLUTION OF THE HENRY COUNTY, TENNESSEE BOARD OF COMMISSIONERS TO AUTHORIZE CERTAIN CHANGES IN THE BUDGET FOR THE HENRY COUNTY GENERAL FUND  
FOR FISCAL 2013-2014**

**WHEREAS**, the Board of County Commissioners of Henry County, Tennessee at its July Recessed Session, 2013, adopted the budget for the Henry County General Fund for fiscal 2013-2014; and,

**WHEREAS**, the said Board of County Commissioners of Henry County, Tennessee must authorize and approve any and all changes and amendments of the said budget of the Henry County General Fund; and,

**WHEREAS**, the expenditures authorized in the said budget of the Henry County General Fund will be insufficient in certain line items with funds being available for transfer; and,

**WHEREAS**, it is necessary and appropriate that the said budget of the Henry County General Fund be amended to provide additional funds for certain line items.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Henry County, Tennessee assembled in regular session on this the 18<sup>th</sup> day of November 2013, a majority or more of said membership concurring, that the budget for the Henry County General Fund be and hereby is amended as follows, to-wit:

**ELECTION COMMISSION**

INCREASE REVENUE ACCOUNT 46980, entitled "Other State Grants," in the amount of \$61,842.00

INCREASE ACCOUNT 51500-731, entitled "Voting Machines," in the amount of \$61,842.00

The amendment is to put into the budget a grant received by the Election Commission to acquire voting machines. There is no county match for this grant.

**COUNTY BUILDINGS**

INCREASE ACCOUNT 51900-599, entitled "Other Charges," in the amount of \$500.00

DECREASE ACCOUNT 39000, entitled "Unappropriated Fund Balance," in the amount of \$500.00

This amendment is to put in the budget a credit to the expense account due to the voiding of a prior year vendor check. These funds will be used against the expense of installing the siren at the Emergency Service Complex.

**SHERIFF DEPARTMENT**

INCREASE REVENUE ACCOUNT 46980, entitled "Other State Grants," in the amount of \$25,000.00

INCREASE ACCOUNT 54110-302, entitled "Advertising," in the amount of \$4,500.00

INCREASE ACCOUNT 54110-355, entitled "Travel," in the amount of \$2,830.00

INCREASE ACCOUNT 54110-399, entitled "Other Contracted Services," in the amount of \$10,000.00

INCREASE ACCOUNT 54110-524, entitled "In Service/Staff Development," in the amount of \$670.00

INCREASE ACCOUNT 54110-716, entitled "Law Enforcement Equipment," in the amount of \$7,000.00

The amendment is to put into the budget a grant received by the Sheriff's Department to be used for alcohol enforcement. There is no county match for this grant.

**HEALTH DEPARTMENT**

INCREASE REVENUE ACCOUNT 46990, entitled "Other State Revenue," in the amount of \$34,399.36

INCREASE ACCOUNT 55110-335, entitled "Maintenance & Repair - Buildings," in the amount of \$34,399.36

The amendment is to put into the budget funds requested from the Health Department's State county savings account to be used for building maintenance and repair.

**AIRPORT**

INCREASE REVENUE ACCOUNT 46120, entitled "Airport Maintenance Grant," in the amount of \$2,340.00

INCREASE ACCOUNT 58220-336, entitled "Maintenance & Repair - Equipment," in the amount of \$2,340.00

This amendment is to put in the budget the increase of a annual grant for the airport.

**BE IT FURTHER RESOLVED** that a true copy of this Resolution be spread upon

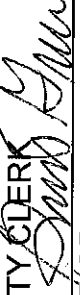
the Commission record of this date.

PASSED 11-18-13

APPROVED 11-18-13

  
BRENT GREER, CHAIRMAN  
HENRY COUNTY COMMISSION

  
DONNA CRAIG  
COUNTY CLERK

  
BRENT GREER  
COUNTY MAYOR



**RESOLUTION #3-11-13**

**A RESOLUTION OF THE HENRY COUNTY, TENNESSEE BOARD OF COMMISSIONERS TO AUTHORIZE CERTAIN CHANGES IN THE BUDGET FOR THE HENRY COUNTY GENERAL PURPOSE SCHOOL FUND  
FOR FISCAL 2013-2014**

**WHEREAS**, the Board of County Commissioners of Henry County, Tennessee at its July Recessed Session, 2013, adopted the budget for the Henry County General Purpose School Fund for fiscal 2013-2014; and,

**WHEREAS**, the said Board of County Commissioners of Henry County, Tennessee must authorize and approve any and all changes and amendments of the said budget of the Henry County General Purpose School Fund; and,

**WHEREAS**, the expenditures authorized in the said budget of the Henry County General Purpose School Fund will be insufficient in certain line items with funds being available for transfer; and,

**WHEREAS**, it is necessary and appropriate that the said budget of the Henry County General Purpose School Fund be amended to provide additional funds for certain line items.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Henry County, Tennessee assembled in regular session on this the 18<sup>th</sup> day of November 2013, a majority or more of said membership concurring, that the budget for the Henry County General Purpose School Fund be and hereby is amended as follows, to-wit:

**141-09**

INCREASE REVENUE ACCOUNT 47120, entitled "Adult Basic Education Grant," in the amount of \$19,212.00

INCREASE ACCOUNT 71600-116, entitled "ABE - Teachers," in the amount of \$6,720.00

INCREASE ACCOUNT 71600-201, entitled "Social Security," in the amount of \$417.00

INCREASE ACCOUNT 71600-204, entitled "Retirement," in the amount of \$597.00

INCREASE ACCOUNT 71600-212, entitled "Medicare," in the amount of \$98.00

INCREASE ACCOUNT 71600-399, entitled "Other Contracted Services," in the amount of \$8,000.00

INCREASE ACCOUNT 71600-429, entitled "Other Supplies & Materials," in the amount of \$3,380.00


BE IT FURTHER RESOLVED that a true copy of this Resolution be spread upon

the Commission record of this date.

PASSED 11-18-13



BRENT GREER, CHAIRMAN  
HENRY COUNTY COMMISSION



DONNA CRAIG  
COUNTY CLERK



BRENT GREER  
COUNTY MAYOR

APPROVED 11-18-13

ROLL CALL

COUNTY COMMISSION, HENRY COUNTY, DONNA CRAIG, COUNTY CLERK  
 PARIS, TENNESSEE

A motion was made by Commissioner Paschall and seconded by Commissioner Starks to approve Resolution 4-11-13, to establish an audit committee for Henry County.

ITEM NO. 11

	ABSENT	PRESENT	MOTION	SECOND	AYE	NO	ABSTAIN	PASS
BRADLEY, WESLEY					X			
CARTER, DELL					X			
CARTER, GREG					X			
FREEMAN, BOBBY					X			
HUMPHREYS, KENNETH					X			
JONES, DON					X			
KYLE, KREG					X			
MATHENIA, PAUL					X			
MCSWAIN, CONNIE					X			
NEAL, PAUL					X			
PASCHALL, DAN			X		X			
STARKS, MONTE				X	X			
TRAVIS, JAMES					X			
VISSER, MARTY					X			
WEBB, DAVID					X			
TOTAL					15			

MOTION CARRIED

DATE : 11-18-13

**RESOLUTION NO. 4-11-13**

**A RESOLUTION TO ESTABLISH AN  
AUDIT COMMITTEE FOR HENRY COUNTY**

**WHEREAS**, *Tennessee Code Annotated (T.C.A.) Section 9-3-405*, encourages county governments to establish an independent Audit Committee, and provides that the Tennessee Comptroller of the Treasury (Comptroller) may require an Audit Committee in counties that (1) are in noncompliance with the accounting and financial reporting standards required by the Governmental Accounting Standards Board or (2) have recurring findings from the annual audit for three or more consecutive years that are determined by the Comptroller's office to be a material weakness in internal control or material noncompliance with government auditing standards; and

**WHEREAS**, the Comptroller and the Government Finance Officers Association of the United States and Canada recommends that all county governments establish an Audit Committee as a best practice and to assist the County Commission in the oversight of the public funds and financial reporting process; and

**WHEREAS**, the Henry County Commission realizes the need, especially in today's current environment of fewer available resources, for increased transparency and accountability of public funds, and that the County Commission is ultimately responsible for ensuring that management is meeting its internal control and financial reporting responsibilities; and

**WHEREAS**, the County Commission finds it to be in the best interests of Henry County to establish an Audit Committee;

**NOW THEREFORE BE IT RESOLVED** by the County Commission of Henry County, meeting this 18<sup>th</sup> day of November, 2013, that:

**SECTION 1.** Pursuant to the provisions of T.C.A. § 9-3-405, the County Commission of Henry County does hereby establish an Audit Committee to provide independent review and oversight of the county's financial reporting processes and the county's internal controls, a review of the external auditor's report and follow up on management's corrective action, and compliance with laws, regulations, and ethics.

**SECTION 2.** The Audit Committee will consist of five (5) members to be comprised of members of the County Commission, citizens of Henry County, or a combination of both. To insure the committee's independence and effectiveness, no Audit Committee member will be an elected official with the exception of a County Commissioner, Road Board Member, and School Board Member. No employee, spouse of an official/employee, or person that comingles assets with an official/employee of Henry County will be eligible to serve. While committee members need not be accountants, they should possess sufficient knowledge and experience in finance, business, and accounting to discharge the committee's duties. The members of the Audit Committee shall be appointed by the County Commission to staggered three (3) year terms. To establish staggered terms, the initial members of the committee shall be appointed so that three (3) of the members serve one (1) year term and two (2) serve two (2) year terms. Thereafter all members shall be appointed to serve three (3) year terms.

**SECTION 3.** Meetings of the Audit Committee shall be held in accordance with the provisions of T.C.A. § 9-3-405. Meetings shall be subject to the open meetings provisions of T.C.A. Title 8, Chapter 44, except that upon a majority vote of those members in attendance for the public portion of a meeting, the Audit Committee may hold confidential, nonpublic executive sessions to discuss the following items as authorized in T.C.A. § 9-3-405:

- (1) Items deemed not subject to public inspection under T.C.A. §§ 10-7-503 and 10-7-504, and all other matters designated as confidential or privileged;
- (2) Current or pending litigation and pending legal controversies;
- (3) Pending or ongoing audits or audit related investigations;
- (4) Information protected by federal law; and
- (5) Matters involving the reporting of illegal, improper, wasteful, or fraudulent activity under T.C.A. § 9-3-406, where the informant has requested anonymity.

The Audit Committee will follow Roberts Rules of Order. Each year at its first meeting, the committee will elect a chairman, vice-chairman, and secretary. Meeting agendas will be prepared by the chairman and provided in advance to members along with appropriate briefing materials. Minutes of the Audit Committee meetings will be filed in the Office of County Clerk.

**SECTION 4.** The committee shall have access to the services of a financial expert, either through a committee member or an outside party engaged by the committee for this purpose. Such financial expert should, through both education and experience, and in a manner specifically relevant to the county government sector, possess (1) an understanding of generally accepted accounting principles and financial statements; (2) experience in preparing or auditing financial statements of comparable entities; (3) experience in applying such principles in connection with the accounting for estimates, accruals, and reserves; (4) experience with internal accounting controls; and (5) an understanding of Audit Committee functions.

**SECTION 5.** The duties and responsibilities of the Audit Committee are:

- (a) To carefully review, upon completion of the county's annual audit, all audit findings in audit report and consult with the external auditors regarding any irregularities and deficiencies disclosed in the annual audit. The Audit Committee is empowered to meet with management to discuss audit findings and/or disagreements with the external auditors. The committee should satisfy itself that appropriate and timely corrective action has been taken by management to remedy any identified weaknesses. The committee should determine what corrective action, if any, should be recommended to the County Commission.
- (b) To consider the effectiveness of the internal control system, including information technology security and control, review the effectiveness of the system for monitoring compliance with laws and regulations, and review the process for communicating the county's ethics policies to county personnel and monitoring compliance therewith.
- (c) To establish a process by which employees, taxpayers, or other citizens may confidentially report suspected illegal, improper, wasteful or fraudulent activity under provisions of T.C.A. § 9-3-406.
- (d) To annually present a written committee report detailing how it discharged its duties and any committee recommendations to the full County Commission.

**SECTION 6.** The Audit Committee will be adequately funded to carry out the duties and responsibilities as set out in this Resolution and under applicable law.

**SECTION 7.** This resolution creating the duties and responsibilities of the Audit Committee has been submitted to the Comptroller prior to approval by this legislative body, and this resolution conforms with the report issued by the Comptroller.

**BE IT FINALLY RESOLVED** that a true copy of this Resolution be spread upon the Commission record of this date.

**PASSED** 11-18-13

  
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**BRENT GREER, CHAIRMAN**  
**HENRY COUNTY COMMISSION**

  
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**DONNA CRAIG**  
**COUNTY CLERK**

**APPROVED** 11-18-13

  
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**BRENT GREER**  
**HENRY COUNTY MAYOR**





**RESOLUTION NO. 5-11-13**

**A RESOLUTION OF THE HENRY COUNTY, TENNESSEE  
BOARD OF COMMISSIONERS TO INCREASE THE TERMS OF  
CONSTABLES – SECOND READING**

**WHEREAS**, the County Commission is hereby petitioned by resolution for legislators representing Henry County to obtain approval of legislation to permit Henry County as one of the counties in the State to increase the terms of Office of Constables of Henry County from a term of two years to a term of four years; and


**WHEREAS**, said legislation shall be adopted in the form of a Public Act of the General Assembly of the State of Tennessee, which provides that certain counties, including Henry County may increase the term of Office of Constables of said county from a term of two years to a term of four years by passage of a resolution by two-thirds (2/3) majority if said county commission which action shall take effect at the regular election next following the passage of the resolution thereafter the term of Office of Constable shall be a term of four years; and

**WHEREAS**, it is in the general best interest of Henry County, Tennessee that the term of Constable for said County shall be increased to a term of four years.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Henry County, Tennessee, assembled in regular session on the 18<sup>th</sup> day of November, 2013, a two-thirds (2/3) majority or more concurring, that pursuant to Tennessee Code Annotated 8-10-101, § (a) (2) and Tennessee Code Annotated 8-10-101 § (3) (A) of the State of Tennessee, the term of Constable of Henry County, Tennessee, be increased from a term of two years to a term of four years, to be effective at the regular election next following the passage of this resolution and thereafter the Office of Constable shall be for a term of four years.

**BE IT FINALLY RESOLVED** that a true copy of this Resolution be spread upon the Commission record of this date.

**PASSED** 11-18-13

  
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**BRENT GREER, CHAIRMAN**  
**HENRY COUNTY COMMISSION**

*Donna Craig*

DONNA CRAIG  
COUNTY CLERK

APPROVED 11-18-13

*Brent Greer*

BRENT GREER  
HENRY COUNTY MAYOR

